



# Penny Mobile

**Microsoft** Partner

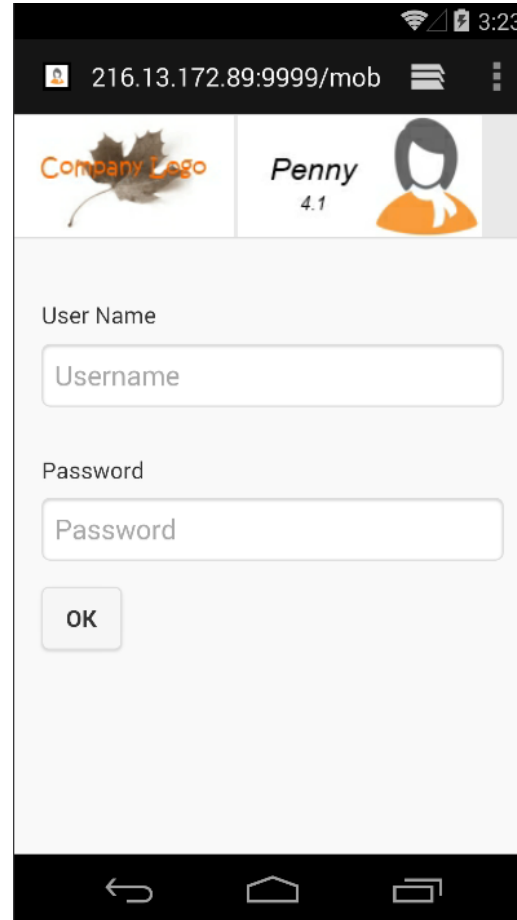
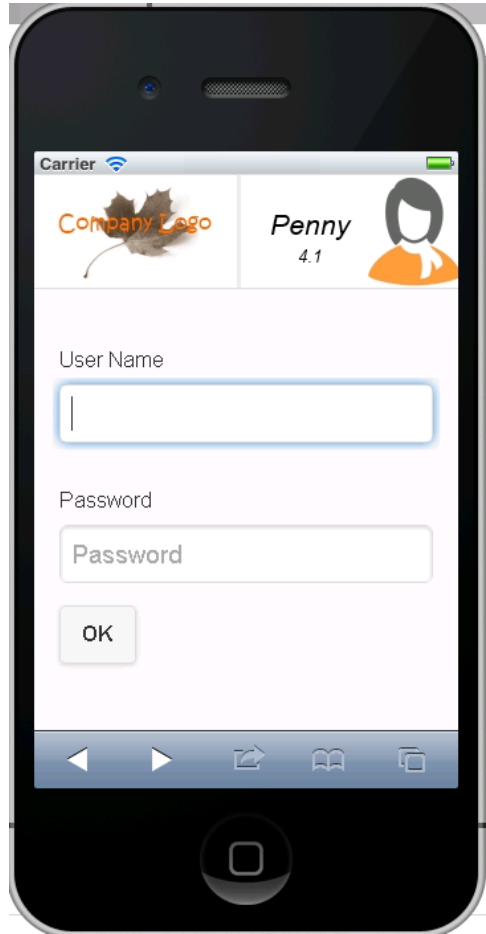
Silver Enterprise Resource Planning  
Silver Customer Relationship Management  
Silver Independent Software Vendor (ISV)

[Joesoftware.com](http://Joesoftware.com)



- ✓ **Add on to Penny version 4.1 and higher**
- ✓ **Mobile access to penny features**
- ✓ **Compatible for phones or tablets (Android and iOS).**
- ✓ **As of June 2016:**
  - **T4s**
  - **Advice Slips**
  - **Leave Requests**
  - **Timesheets**

# Penny Mobile



T4

- ✓ From Canadian Payroll
- ✓ Data the same
- ✓ Formatted for mobile device

# Penny Mobile

✓ T4

**Company Logo** Name: Boseman, Randall Employee ID: BH0010  
 reports > employee T4

Transactions | Inquiry | Reports | Routines | Admin

Employer's Name - Nom de l'employeur  
 Fabrikam, Inc.  
 5523 92 ST NW  
 Chicago 60601-4277

Canada Revenue Agency Agence du revenu du Canada  
 Year/Année: 2009  
**T4**  
 STATEMENT OF REMUNERATION PAID / ÉTAT DE LA RENDUMÉRATION PAYÉE

Employment income - line 101 / Revenus d'emploi - ligne 101: 733.00  
 Income tax deducted - line 437 / Impôt sur le revenu - ligne 437: 69.68

Province of employment / Province d'emploi: 10 AB  
 Employee's CPP contributions - line 308 / Cotisations de l'emploi au RPC - ligne 308: 29.62  
 EI Insurable earnings / Gains assurables d'AE: 24

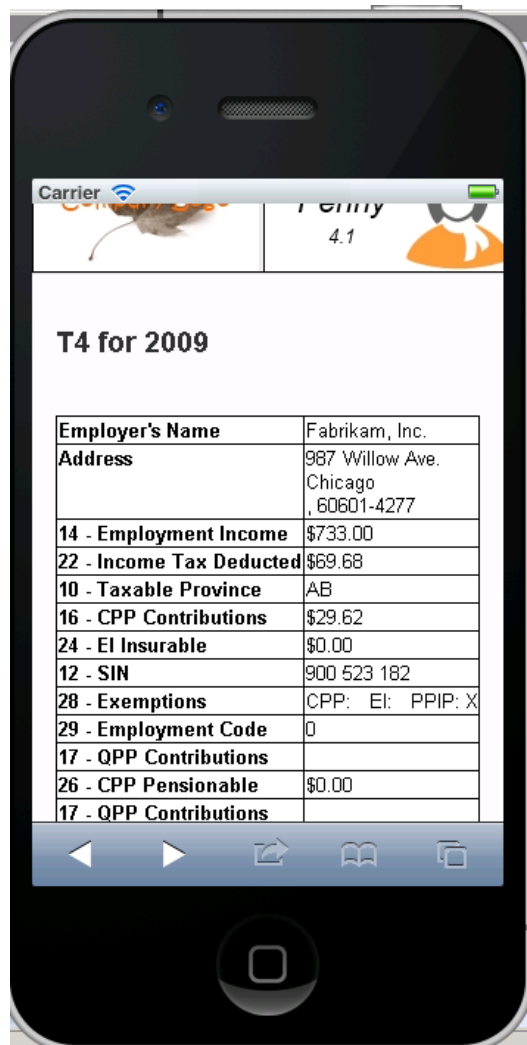
Social insurance number / Numéro d'assurance sociale: 12 900 523 182  
 Exempt - Exemption: 28 CPP/QPP, EI, PPIP, RPC/RRQ, AE, RPAP  
 Employment code / Code d'emploi: 29

Employee's name and address - Nom et adresse de l'employé  
 Last name (in capital letters) - Nom de famille (en lettres majuscules) / First name - Prénom Initials - Initiales  
 BOSEMAN Randall  
 987 Willow Ave.  
 Sherwood Park AB T7H 5R6

14 - Employment Income	\$733.00
22 - Income Tax Deducted	\$69.68
10 - Taxable Province	AB
16 - CPP Contributions	\$29.62
24 - EI Insurable	\$0.00
12 - SIN	900 523 182
28 - Exemptions	CPP: EI: PPIP: X
29 - Employment Code	0
17 - QPP Contributions	
26 - CPP Pensionable	\$0.00
17 - QPP Contributions	

Other information (see over) / Autres renseignements (voir au verso)

T4 (09) RC-09-1331

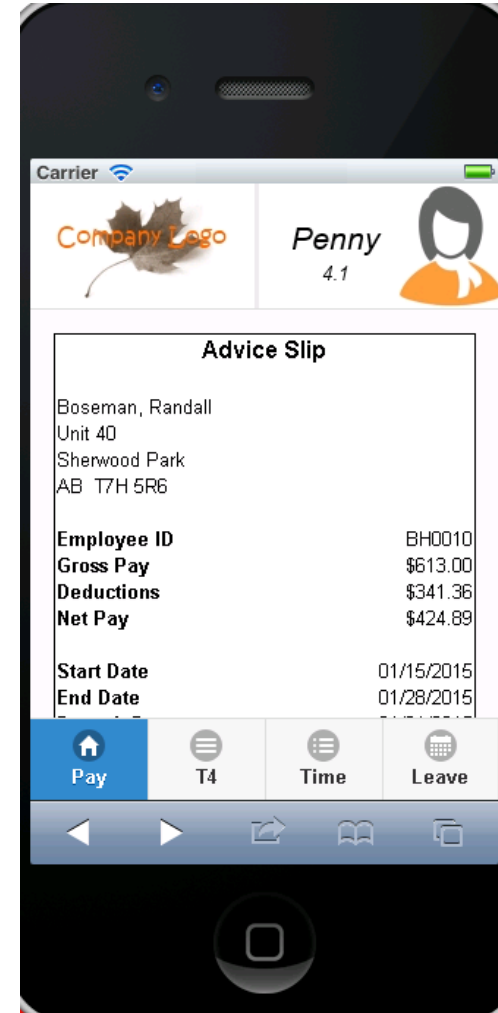


## Advice Slip

- ✓ From Canadian Payroll
- ✓ Data the same
- ✓ Formatted for mobile device

## Advice Slip

Company Logo		Employee Statement of Earnings and Deductions				
Fabrikam, Inc. 4277 West Oak Parkway Chicago 60601-4277		Deposit Date EmployeeID Pay Period Start Date Pay Period End Date	01/31/2015 BH0010 01/15/2015 01/28/2015			
Boseman, Randall Unit 40 Sherwood Park, AB T7H 5R6		Service				
		<b>Gross Pay</b>	<b>Deductions</b>	<b>Net Pay</b>		
		\$613.00	\$341.36	\$424.89		
Paycode Description	Units	Rate	Current	YTD		
Tree Piece Rate 01 (.16)	1,755.00	0.16	280.80	280.80		
Tree Piece Rate 02 (.20)	1,661.00	0.20	332.20	332.20		
<b>Total Income</b>			<b>\$613.00</b>	<b>\$613.00</b>		
Paycode Description	EMPLOYEE		EMPLOYER		TAXABLE BENEFITS	
	Current	YTD	Current	YTD	Current	YTD
Income Tax	68.95	68.95				
Camp Meal Per Diem	142.50	142.50				
Canadian Pension Plan	31.27	31.27	31.27	31.27		
Employment Insurance Deduction	13.64	13.64	19.10	19.10		
Tree Axe - 2 Head	85.00	85.00				
Remote Workers Allowance			153.25	153.25	153.25	153.25
<b>Total</b>	<b>\$341.36</b>	<b>\$341.36</b>	<b>\$203.62</b>	<b>\$203.62</b>	<b>\$153.25</b>	<b>\$153.25</b>
Accruals	Opening Bal	Units In	Units Out	Closing Bal		
Sick	48.00	0.00	0.00	48.00		
Float	16.00	0.00	0.00	16.00		
Overtime	0.00	0.00	0.00	0.00		
Vacation	160.00	0.00	0.00	160.00		



## Leave

- ✓ List of Leave Requests grouped by status
- ✓ Search



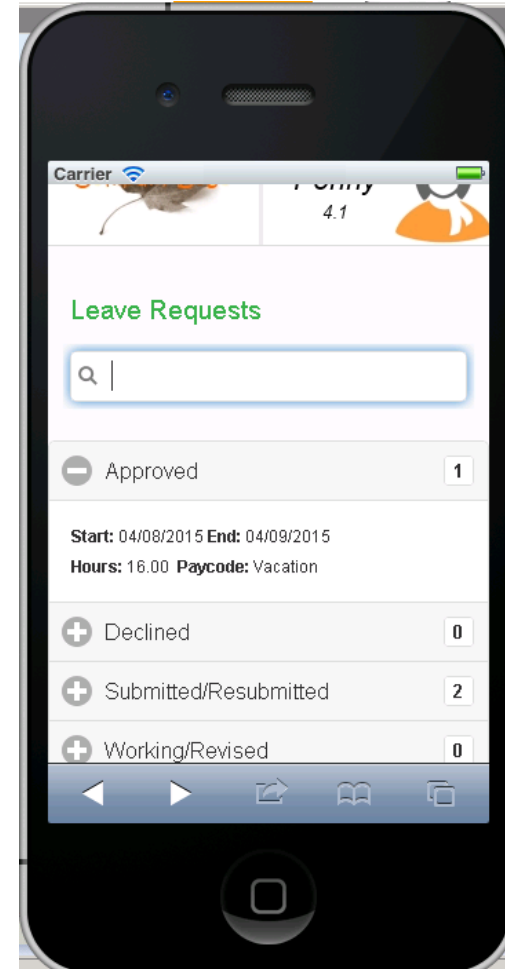
## Leave

Employee ID: BH0010 Project Code: Cost Category Code: Pay Code: BVAC  
 Start Date: 04/08/2015 End Date: 04/09/2015 Notes: Status: Approved  
 Hrs Requested: 16.00 Days Requested: 2 Reg. Hrs/Day: 8.00

[View Available Leave Requests](#) fill in save delete submit clear

April 2015							May 2015						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
			8.00	8.00			10	11	12	13	14	15	16
12	13	14	15	16	17	18	17	18	19	20	21	22	23
19	20	21	22	23	24	25	24	25	26	27	28	29	30
26	27	28	29	30			31						

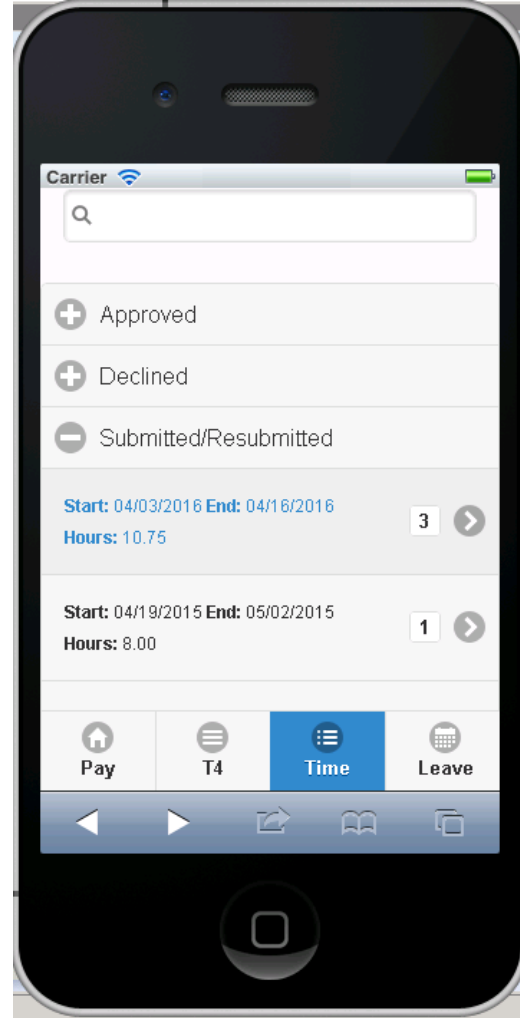
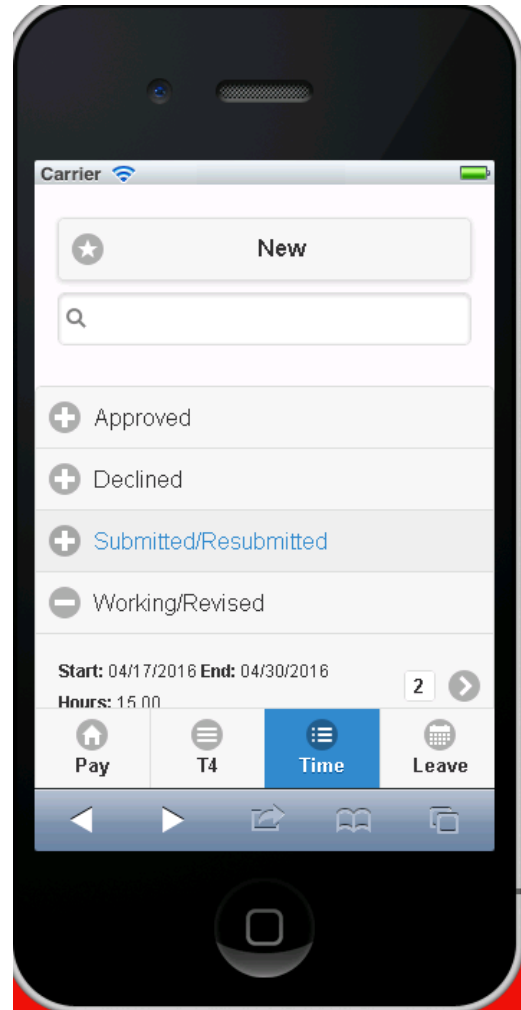
Note(s):  
 Required fields appear in **bold blue** text type.  
 Date format: **MM/DD/YYYY**.



## Timesheet

- ✓ List of Timesheet grouped by status and pay period
- ✓ Search
- ✓ Time entry
  - ✓ Penny preferences display/hides fields
  - ✓ Time checked against available hours
  - ✓ Submit/Submit All

## Timesheet



## Timesheet



Name: Boseman, Randall Employee ID: BH0010

[Routines](#) > preferences

Transactions | Inquiry | Reports | **Routines** | Admin

**Timesheet**

Job Costing Installed  
 Timesheet Format  
 Allow Adj Date  
 Allow Negative Time  
 Allow Over 24h/day  
 Hour increments  
 Display Columns  
 Display Columns Values  
 Leave  
 Allow on Weekends

Great Plains Yes  
 Grid Timesheet  
 Yes  
 Yes  
 No  
 15 min. (0.25)  
 Employee Job Cost Dept. OVT OTHER  
      
 Description ID  
 Job/Project Field  
 Paycode Field  
 Phase/Cost Code Field  
 Department Field  
 Yes

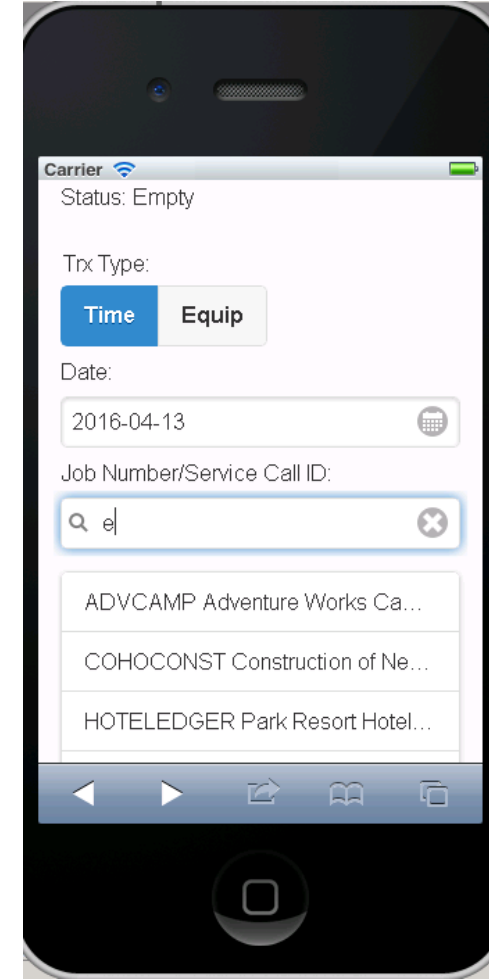
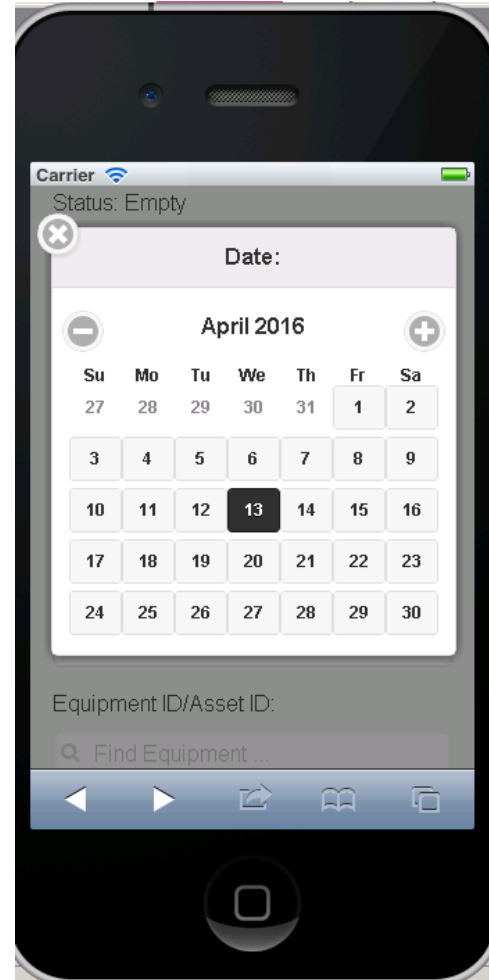
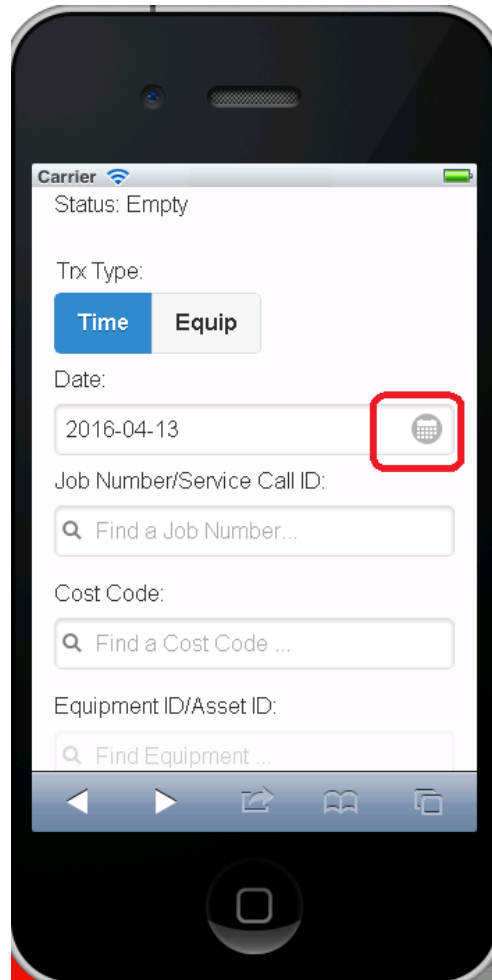
**Email**  
 IT Email Address  
 Email Manager when Submit Time  
 Email Manager when Submit Leave  
 Banked Time  
 Banking Time Using  
 Check Bank Balance  
 Advice Slip  
 Advice Slip Format  
 Allow Batch Note as Message  
 Show WCB on Advice Slip  
 Penny  
 Session Timeout  
 Manager Access To Employee Data \*

@  
 Yes  
 Yes  
 Canadian Payroll Yes  
 Yes  
 Stub  
 No  
 Yes  
 90 View Current Session Time  
 Yes  
 \* Exceptions: vacation, banked, time and leave request screens.

Note(s):  
 Required fields appear in **bold blue** text type.

Save

## Timesheet



## Timesheet

Carrier 100%

http://localhost:9999/mobile/transactions/mTimesheet.asp?g=FB1858DAF50

Status: Empty

Trx Type:

Time Equip

Date:

2016-04-13

Job Number/Service Call ID:

Find a Job Number...

Cost Code:

Find a Cost Code ...

Equipment ID/Asset ID:

Find Equipment ...

Paycode:

Find a paycode ...

Department:

Service

Hours:

Pay T4 Time Leave

## Timesheet

✓ Edit Timesheets

The screenshot shows a mobile application interface for editing a timesheet. The browser address bar displays the URL: `http://localhost:9999/mobile/transactions/m Timesheet.asp?g=FB1858DAF50`. The form contains the following fields and values:

- Cost Code: Consulting Fees
- Equipment ID/Asset ID: Find Equipment ...
- Paycode: Hourly Regular Pay
- Department: Service
- Hours: 7.50
- Notes: n1
- Adjustment Date: (empty)

At the bottom of the form are three buttons: Save (with a checkmark icon), Delete (with an 'x' icon), and Submit (with a right-pointing arrow icon). Below the form is a navigation bar with four items: Pay, T4, Time (highlighted in blue), and Leave.

## Timesheet

✓ “Submit All” timesheets for a pay period

